



National Finance Center Customer Notification

Date of Notification: February 05, 2010

**Subject: NFC's Holiday Schedule: Washington's Birthday,
Monday, February 15, 2010**

Database/Customer(s) Affected: All

Dear Customer:

The National Finance Center's (NFC) offices will be closed on Monday, February 15, 2010, in observance of Washington's Birthday.

The following help desks and inquiry lines will not be available on February 15th: (1) NFC's *EmpowHR* Help Desk, (2) NFC's Payroll/Personnel Call Center, (3) NFC's webTA Help Desk servicing designated USDA and HUD customers, and (4) NFC's Administrative Billings and Collections Office (ABCO) and the Claims Inquiry lines.

All NFC applications will be available during this holiday with payroll/personnel processing continuing on the normal schedule. Pay Period 03 T&A's may be transmitted as early as Friday, February 12, 2010, but should be received no later than COB Tuesday, February 16, 2010.

As always, the NFC Operations and Security Center (OSC) staff will be available 24 hours per day, 7 days per week at 1-800-767-9641, 1-504-426-6435, or via e-mail to osc.etix@usda.gov.

Please forward any questions regarding this notification to the NFC's Client Management Branch at Customer.Support@usda.gov.

JC/M2-10-007/006

"Tip of the Week"

The EmpowHR Help Desk, Payroll/Personnel Call Center and WebTA Help Desk accept calls from established Human Resource (HR) office contacts. Employees should contact their agency authorized Human Resources Office for all issues related to Pay, Leave, Benefits, W2 and TSP.

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